

BLOOMFIELD TOWN COUNCIL

Monday, April 28, 2014

Council Chambers – 7:30 p.m.

Sydney T. Schulman, Mayor
Joan Gamble, Deputy Mayor
Patrick A. DeLorenzo Wayne Hypolite
Joseph P. Merritt Joel J. Neuwirth
E. Leon Rivers Derrick A. Seldon
Joseph Washington

- I. Pledge of Allegiance
- II. Roll Call
- III. Announcements and Presentations
 - A. Capital Workforce Partners – Mr. Tom Phillips
 - B. Solarize Bloomfield – Ms. Marie MacDonald
- IV. Citizens' Statements and Petitions
- V. Report from Council Subcommittees
 - A. Community Services – Councilor Derrick Seldon
 - B. Administration & Education – Councilor Leon Rivers
 - C. Golf – Councilor Leon Rivers
 - D. Public Safety – Councilor Joe Washington
 - E. Committee on Committees – Councilor Joe Washington
 - F. Finance – Councilor Wayne Hypolite
 - G. Land Use & Economic Development – Deputy Mayor Joan Gamble
- VI. Council Business
 - 13/14-74: Consider and Take Action Regarding Adoption of Resolution (Housing Rehabilitation Program)
 - 13/14-75: Consider and Take Action Regarding Adoption of Resolution (Blum Shapiro)
 - 13/14-76: Consider and Take Action Regarding Appointment to the Youth Adult Council
 - 13/14-77: Consider and Take Action Regarding Appointment to the Commission on Aging
 - 13/14-78: Consider and Take Action Regarding Appointments to the Ethics Commission

13/14-79: Consider and Take Action Regarding Appointments to the Fair Rent Commission

13/14-80: Consider and Take Action Regarding Appointment to the Greater Hartford Flood Commission

13/14-81: Consider and Take Action Regarding Adoption of Resolution (Master Municipal Agreement for Construction Projects with Connecticut Department of Transportation)

VII. Report from Mayor and Town Manager

VIII. Financial Report

IX. Approval of Minutes

A. April 7, 2014

B. March 27, 2014 (Budget)

C. March 20, 2014 (Budget)

D. March 18, 2014 (Budget)

E. March 13, 2014 (Budget)

F. March 11, 2014 (Budget)

X. Council Comments

XI. Executive Sessions

A. Discussion Concerning Pending Claims and Litigation

XII. Adjournment

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-74 – ADOPTION OF RESOLUTION – HOUSING
REHABILITATION PROGRAM

The CT Department of Housing is requiring that we adopt the attached resolution concerning our Housing Rehabilitation Program. This is a standard document that all towns need to complete.

Should Council wish to move forward, the following motion would be in order:

Move to adopt the following resolution:

NOW THEREFORE, BE IT RESOLVED BY THE Bloomfield Town Council:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) and (f) of the Code of Federal Regulations.
 2. That it realizes Program Income is governed by Title I of the Housing and Community Development Act of 1974.
 3. That it may use Program Income only for the following activities:
 - a) The activity that generated the program income if the activity continues to meet the requirements of Title I of the Housing and Community Development Act of 1974.
 - b) Any additional activity that meets the requirements of Title 1 of the Housing and Community Development Act if the Town receives DECD's written approval to fund it with Program Income.
-
1. That it may use Program Income to fund Administrative and Program soft costs within the following limits:

Administrative Costs	16%
Total Administrative and Program Soft Costs (Housing Rehabilitation Activities Only)	25%
Total Administrative and Program Soft Costs (All Activities Except for Housing Rehabilitation)	21%
 2. That it is hereby amending the Program Income Plan(s) that was adopted for the original activity that generated the Program Income to permit the funding of additional activities from that Program Income.

Resolution for the Town of Bloomfield

Certified a true copy of a resolution adopted by of the Town of Bloomfield at a meeting of its Town Council on (Date) and which has not been rescinded or modified in any way whatsoever.

Date

Clerk

(Seal)

Whereas, the Town of Bloomfield has received funds under the Connecticut Small Cities Community Development Block Grant (CDBG) Program, administered by the State of Connecticut, Department of Economic and Community Development, pursuant to Title I of the Housing and Community Development Act of 1974 as amended; and

Whereas, the Town of Bloomfield has expended those funds pursuant to Title I of the Housing and Community Development Act of 1974, the Code of Federal Regulations, and the Assistance Agreement, and,

Whereas, those funds received by the Town of Bloomfield have generated Program Income.

NOW THEREFORE, BE IT RESOLVED BY THE Bloomfield Town Council:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) and (f) of the Code of Federal Regulations.
2. That it realizes Program Income is governed by Title I of the Housing and Community Development Act of 1974.
3. That it may use Program Income only for the following activities:
 - a) The activity that generated the program income if the activity continues to meet the requirements of Title I of the Housing and Community Development Act of 1974.

b) Any additional activity that meets the requirements of Title 1 of the Housing and Community Development Act if the Town receives DECD's written approval to fund it with Program Income.

1. That it may use Program Income to fund Administrative and Program soft costs within the following limits:

Administrative Costs	16%
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Total Administrative and Program Soft Costs	25%
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(Housing Rehabilitation Activities Only)

Total Administrative and Program Soft Costs	21%
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(All Activities Except for Housing Rehabilitation)

2. That it is hereby amending the Program Income Plan(s) that was adopted for the original activity that generated the Program Income to permit the funding of additional activities from that Program Income.

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-75 – ADOPTION OF RESOLUTION (BLUM SHAPIRO)

At Finance Subcommittee met on April 21 at which time it was voted to recommend to the full Council the appointment of Blum Shapiro for an additional year.

Should Council wish to move forward, the following motion would be in order:

Move to adopt the following resolution:

RESOLUTION

WHEREAS, The Town issued a Request for Proposals #1024 on March 30, 2011 for Town auditing services and pursuant to the RFP, the Town's Audit committee selected the firm of Blum Shapiro for a three year period and

WHEREAS, Blum Shapiro has successfully completed the audit program of the Town for the past three years and RFP #1024 provided a one year extension for audit services, now therefore be it

RESOLVED, That the Bloomfield Town Council appoint Blum Shapiro for an additional one year term which includes the audit period ending June 30, 2014.

RESOLUTION

WHEREAS, The Town issued a Request for Proposals #1024 on March 30, 2011 for Town auditing services and pursuant to the RFP, the Town's Audit committee selected the firm of Blum Shapiro for a three year period and

WHEREAS, Blum Shapiro has successfully completed the audit program of the Town for the past three years and RFP #1024 provided a one year extension for audit services, now therefore be it

RESOLVED, That the Bloomfield Town Council appoint Blum Shapiro for an additional one year term which includes the audit period ending June 30, 2014.

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-76 – APPOINTMENT TO THE YOUTH ADULT COUNCIL

The Committee on Committees met on Monday, April 21st at which time it was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend Sgt. Jose Martinez to the Youth Adult Council with a term ending November, 2015.

Should Council wish to move forward, the following motion would be in order:

Move to appoint Sgt. Jose Martin to the Youth Adult Council with term ending November 2015.

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-77 – APPOINTMENT TO THE COMMISSION ON AGING

The Committee on Committees met on Monday, April 21st at which time it was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend Barbara Barenz to the Commission on Aging with a term ending November, 2017.

Should Council wish to move forward, the following motion would be in order:

Move to appoint Barbara Barenz to the Commission on Aging with term ending November 2017.

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-78 – APPOINTMENTS TO THE ETHICS COMMISSION

The Committee on Committees met on Monday, April 21st at which time it was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend the following persons and alternate positions to the Ethics Commission with a term ending November, 2018.

Should Council wish to move forward, the following motion would be in order:

Move to make the following appointments to the Ethics Commission with term ending November 2018.

- *Philomena M. DeLeon(R)*
- *Rochelle Jones(D)*
- *Troy P. Mitchell (D)*
- *Steven R. DiBattisto (U)*
- *Paul H. Lichtenberger (U)*
- *Charles Francis Politis II (R)*

Alternates: Vacancy (R)
Vacancy (D)

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-79 – APPOINTMENTS TO THE FAIR RENT COMMISSION

The Committee on Committees met on Monday, April 21st at which time it was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend the following persons to the Fair Rent Commission with a term ending April 28, 2015.

Should Council wish to move forward, the following motion would be in order:

Move to make the following appointments to the Fair Rent Commission with term ending April 28, 2015.

- *Joy Chance*
- *Abraham Ford*
- *Barbara Thornton*
- *Gus Walek*
- *1 Vacancy*

TO: Town Councilors
FROM: Philip K. Schenck, Jr., Town Manager
DATE: April 25, 2014
RE: FY 13/14-80 – APPOINTMENT TO THE GREATER HARTFORD
FLOOD COMMISSION

The Committee on Committees met on Monday, April 21st at which time it was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend Barry Berson to the Greater Hartford Flood Commission.

Should Council wish to move forward, the following motion would be in order:

Move to appoint Barry Berson to the Greater Hartford Flood Commission

TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager

DATE: April 25, 2014

RE: FY 13/14-81 – ADOPTION OF RESOLUTION – MASTER
MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS
WITH CT DOT

The Connecticut Department of Transportation has developed a Master Municipal Agreement for Construction Projects to be consistent across all municipalities within the state that sets forth the various duties, rights, and obligations of the subject municipality and the CTDOT with respect to such projects. The attached resolution allows the Town Manager, to execute on behalf of the Town, the Master Municipal Agreement with Connecticut Department of Transportation.

Should Council wish to move forward, the following motion would be in order:

Move to adopt the following resolution:

Resolution

Authorization for execution of Master Municipal Agreement for Construction Projects with CTDOT:

WHEREAS, the Connecticut Department of Transportation (CTDOT) is the authorized entity responsible for distributing the state and federal government financial assistance with respect to certain municipal projects to construct improvements to locally maintained roadways, structures, and transportation enhancement facilities; and,

WHEREAS, The Town of Bloomfield from time to time participates in and receives such financial assistance for eligible projects; and,

WHEREAS, the CTDOT, in the interest of improving and streamlining the agreement process with municipalities as associated with projects that receive such financial assistance, has developed a Master Municipal Agreement for Construction Projects to be consistent across all municipalities within the state that sets forth the various duties, rights, and obligations of the subject municipality and the CTDOT with respect to such projects; and,

WHEREAS, this Master Municipal Agreement for Construction Projects will have a term of ten years and will cover both municipally advertised construction projects and projects advertised by the CTDOT on behalf of the municipality; and,

WHEREAS, execution of this Agreement is a prerequisite for the Town to participate in and receive such financial assistance;

Now, therefore, it is hereby resolved that:

The Town Council of the Town of Bloomfield authorizes the Town Manager, Philip K. Schenk, Jr., to execute said Master Municipal Agreement for Construction Projects with the Connecticut Department of Transportation on behalf of the Town.

Resolution

Authorization for execution of Master Municipal Agreement for Construction Projects with CTDOT:

WHEREAS, the Connecticut Department of Transportation (CTDOT) is the authorized entity responsible for distributing the state and federal government financial assistance with respect to certain municipal projects to construct improvements to locally maintained roadways, structures, and transportation enhancement facilities; and,

WHEREAS, The Town of Bloomfield from time to time participates in and receives such financial assistance for eligible projects; and,

WHEREAS, the CTDOT, in the interest of improving and streamlining the agreement process with municipalities as associated with projects that receive such financial assistance, has developed a Master Municipal Agreement for Construction Projects to be consistent across all municipalities within the state that sets forth the various duties, rights, and obligations of the subject municipality and the CTDOT with respect to such projects; and,

WHEREAS, this Master Municipal Agreement for Construction Projects will have a term of ten years and will cover both municipally advertised construction projects and projects advertised by the CTDOT on behalf of the municipality; and,

WHEREAS, execution of this Agreement is a prerequisite for the Town to participate in and receive such financial assistance;

Now, therefore, it is hereby resolved that:

The Town Council of the Town of Bloomfield authorizes the Town Manager, Philip K. Schenk, Jr., to execute said Master Municipal Agreement for Construction Projects with the Connecticut Department of Transportation on behalf of the Town.

Department of Finance
INTER-DEPARTMENTAL MEMORANDUM

To: Philip K. Schenck, Town Manager
From: William J. Hogan, Director of Finance
Date: April 23, 2014
Re: Financial Report

Attached is a statement of Revenue and Expenditures thru April 22, 2014. With almost 10 months of activity thru the year, or about 83%, total expenditures including encumbrances have used 77% of appropriation of the Town's 2013-14 \$80.0 million adopted budget. It is estimated that revenues will exceed expenditures by approximately \$1.1 million. The remaining outstanding grant is the final installment of the ECS grant in the amount of \$2.7 million which is due on May 1st.

The transfer to the Public Works Department in the amount of \$150,000, from the Contingency account approved by the Town Council on April 8th is reflected here. An intradepartmental transfer within Finance from vacancies in the amount of \$44,000 to the Information Technology division is also reflected and was to cover urgent improvements to the Town Hall and Public Safety networks.

A review of other Town operating departments indicates that sufficient balances exist and will not require any additional funding.

TOWN OF BLOOMFIELD

YEAR TO DATE BUDGET REPORT-EXPENDITURES

FOR 2014 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 General Fund							
0110 TOWN COUNCIL	175,804	0	175,804	138,428.92	848.31	36,526.77	79.2%
0120 TOWN MANAGER	328,174	0	328,174	238,425.05	.00	89,748.95	72.7%
0130 TOWN CLERK	326,345	0	326,345	231,306.74	19,481.36	75,556.90	76.8%
0141 FINANCE/ADMINISTRATION	132,130	-4,000	128,130	98,103.47	.00	30,026.53	76.6%
0142 FINANCE/ASSESSOR	379,548	-35,300	344,248	235,936.98	.00	108,311.02	68.5%
0143 FINANCE/TAX COLLECTOR	249,680	0	249,680	195,816.48	1,933.06	51,930.46	79.2%
0144 FINANCE/CENTRAL OFFICE	68,685	-5,000	63,685	31,855.04	299.45	31,530.51	50.5%
0145 HUMAN RESOURCES	379,888	0	379,888	282,124.16	14,686.51	83,077.33	78.1%
0146 FINANCE/INFO. SYS.	460,707	44,300	505,007	383,581.54	39,750.88	81,674.58	83.8%
0147 FINANCE/ACCOUNTING	256,013	0	256,013	186,417.55	.00	69,595.45	72.8%
0160 TOWN ATTORNEY	198,450	0	198,450	98,982.72	.00	99,467.28	49.9%
0170 TOWN TREASURER	9,830	0	9,830	7,560.41	.00	2,269.59	76.9%
0210 TOWN PLAN & ZONING	4,635	0	4,635	2,083.38	.00	2,551.62	44.9%
0220 ZONING BOARD OF APPEALS	2,792	0	2,792	1,723.31	.00	1,068.69	61.7%
0230 BOARD OF TAX REVIEW	4,140	0	4,140	522.78	.00	3,617.22	12.6%
0240 REGISTRAR OF VOTERS	91,135	0	91,135	61,574.62	325.00	29,235.38	67.9%
0241 ELECTIONS	21,300	0	21,300	13,258.04	.00	8,041.96	62.2%
0250 INLAND WETLANDS & WATER COURSE	3,760	0	3,760	1,379.16	.00	2,380.84	36.7%
0260 ECONOMIC DEVELOPMENT COMM	1,455	0	1,455	37.72	.00	1,417.28	2.6%
0275 COMMISSION ON AGING	3,390	0	3,390	1,760.40	.00	1,629.60	51.9%
0281 YOUTH ADULT COUNCIL	3,000	0	3,000	2,154.65	.00	845.35	71.8%
0290 ADVISORY COMM ON HANDICAPPED	1,000	0	1,000	.00	.00	1,000.00	.0%
0295 BEAUTIFICATION COMMITTEE	3,400	0	3,400	697.63	.00	3,400.00	69.8%
0296 FAIR RENT COMMISSION	1,000	0	1,000	.00	.00	500.00	0%
0297 ETHICS COMMISSION	500	0	500	557,686.46	8,524.94	292,562.60	65.9%
0301 PLANNING & DEVELOPMENT	858,774	0	858,774	5,371,142.29	162,793.95	1,785,991.76	75.6%
0311 POLICE	7,319,928	0	7,319,928	2,257,558.04	140,283.93	805,748.03	74.8%
0401 PUBLIC WORKS	3,053,590	150,000	3,203,590	484,915.33	14,390.02	201,657.65	71.2%
0510 LEISURE SERVICES	700,963	0	700,963	1,108,956.77	29,947.91	347,316.32	76.6%
0610 PUBLIC LIBRARIES	1,486,221	0	1,486,221	139,926.00	.00	46,474.00	75.1%
0711 HEALTH	186,400	0	186,400	407,242.62	8,815.97	145,161.41	74.1%
0721 SOCIAL SERVICES	561,220	0	561,220	459,834.16	4,720.08	173,231.76	72.8%
0751 SENIOR SERVICES	637,786	0	637,786	1,670,837	111,665.71	524,041.75	68.6%
0805 FACILITIES MAINTENANCE	14,128,536	0	14,128,536	12,841,781.58	11,812.00	1,274,942.42	91.0%
0910 FIXED CHARGES	363,000	-150,000	213,000	5,115,537.40	990.00	96,472.60	54.7%
0950 MISCELLANEOUS CHARGES	5,956,000	0	5,956,000	27,027,601.89	.00	840,452.96	85.9%
0970 DEBT SERVICE	38,555,104	0	38,555,104	659,310.41	.00	11,527,502.11	70.1%
1200 BOARD OF EDUCATION	0	0	0	2,245,000.00	.00	-659,310.41	100.0%
1201 BOE-PRIOR YEAR	0	0	0	2,245,000.00	.00	-659,310.41	100.0%
7180 OPERATING TRANSFERS OUT	2,245,000	0	2,245,000	2,245,000.00	.00	.00	100.0%

TOWN OF BLOOMFIELD

YEAR TO DATE BUDGET REPORT-EXPENDITURES

FOR 2014 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL General Fund	80,830,120	0	80,830,120	62,040,900.28	571,269.08	18,217,950.64	77.5%
GRAND TOTAL	80,830,120	0	80,830,120	62,040,900.28	571,269.08	18,217,950.64	77.5%

** END OF REPORT - Generated by William Hogan **

TOWN OF BLOOMFIELD
STATUS OF REVENUES, BY CATEGORY
2013-14

CATEGORY	Adopted Budget 2013-14	Current Year Received 04/23/2014	Projected 6/30/2014	Variance
Taxes and Assessments	70,323,520	70,815,183	70,965,000	641,480
State Education Grants	5,547,279	2,754,785	5,558,602	11,323
State Grants for Property Tax Relief (1)	950,194	763,175	864,584	(85,610)
Other State Grants	307,535	597,890	641,540	334,005
Use of Assets	845,656	1,022,873	1,099,165	253,509
Miscellaneous Revenue	167,286	143,972	150,000	(17,286)
Licenses and Permits	269,150	322,173	339,750	70,600
Fees & Service Charges	1,119,500	873,318	1,104,400	(15,100)
Total Revenues	79,530,120	77,293,369	80,723,041	1,192,921

TOWN OF BLOOMFIELD
STATUS OF REVENUES, BY DETAIL
2013-2014

ACCOUNT	DESCRIPTION	ADOPTED Budget 2013-14	Received as of 04/23/2014	Projected 6/30/2014	Variance
TAXES & ASSESSMENTS					
41010	Current Levy	69,138,520	69,174,672	69,275,000	136,480
41020	Interest & Liens	325,000	417,076	450,000	125,000
41030	Prior Year Tax Levies	500,000	788,539	800,000	300,000
41040	Supplemental Motor Vehicle	<u>360,000</u>	<u>434,896</u>	<u>440,000</u>	<u>80,000</u>
TOTAL TAXES & ASSESSMENTS		70,323,520	70,815,183	70,965,000	641,480
STATE EDUCATION GRANTS					
42212	Education Cost Sharing Grant	5,410,345	2,705,172	5,410,345	-
42250	School Transportation	90,334	-	98,644	8,310
42275	Non Public School Hlth Service	<u>46,600</u>	<u>49,613</u>	<u>49,613</u>	<u>3,013</u>
TOTAL STATE EDUCATION GRANTS		5,547,279	2,754,785	5,558,602	11,323
STATE GRANTS /PROPERTY TAX RELIEF					
43310	State-Owned Property PILOT	129,311	119,017	119,017	(10,294)
43312	Mash Pequot Grant	157,182	104,563	156,843	(339)
43315	PILOT Elderly Taxes	138,668	137,463	137,463	(1,205)
43325	Disabled Exemption	1,596	1,565	1,596	-
43330	Colleges and Hospitals-PILOT	212,319	195,473	195,473	(16,846)
43335	Municipal Revenue Sharing	-	121,449	121,449	121,449
43355	Telephone Line Tax	78,000	72,162	72,162	(5,838)
43360	Tax Abatement Interfaith	48,100	-	49,098	998
43365	Veterans Exemption PILOT	12,437	11,483	11,483	(954)
43375	Town Retail Sales tax	<u>172,581</u>	<u>-</u>	<u>-</u>	<u>(172,581)</u>
TOTAL STATE GRANTS /PROPERTY TAX RI		950,194	763,175	864,584	(85,610)
OTHER STATE GRANTS					
44405	State Grants Town	7,032	3,871	7,032	-
44406	FEMA	-	165,556	165,556	165,556
44407	Distressed Municipalities	11,245	-	11,245	-
44450	Town Road Aid	168,490	336,689	336,689	168,199
44460	Town Clerk Recording Grant	8,000	8,250	8,250	250
44522	Police Grants	95,920	70,142	95,920	-
44485	Dial -A-Ride	<u>16,848</u>	<u>13,382</u>	<u>16,848</u>	<u>-</u>
TOTAL OTHER STATE GRANTS		307,535	597,890	641,540	334,005
USE OF ASSETS					
45520	Interest on Investments	35,000	23,606	35,000	-
45541	JP Vincent	40,000	243,815	292,572	252,572
45542	Tower Rent	58,656	42,515	58,656	-
45545	Davis Rent	-	-	-	-
45546	Premium from Bond Sale	<u>712,000</u>	<u>712,937</u>	<u>712,937</u>	<u>937</u>
TOTAL USE OF ASSETS		845,656	1,022,873	1,099,165	253,509

TOWN OF BLOOMFIELD
STATUS OF REVENUES, BY DETAIL
2013-2014

ACCOUNT	DESCRIPTION	ADOPTED Budget 2013-14	Received as of 04/23/2014	Projected 6/30/2014	Variance
MISCELLANEOUS RECEIPTS					
	46610 Miscellaneous Income	<u>167,286</u>	<u>143,972</u>	<u>150,000</u>	<u>(17,286)</u>
TOTAL MISCELLANEOUS RECEIPTS		167,286	143,972	150,000	(17,286)
LICENSES & PERMITS					
	47710 Police Permits	6,500	6,460	6,500	-
	47715 Right of Way Permits	900	750	900	-
	47716 Blueprints	600	472	600	-
	47735 Building/Demolition Permits	250,000	301,184	315,000	65,000
	47740 Dog Licenses	3,000	223	3,000	-
	47745 Hunting/Fishing Licenses	150	651	700	550
	47750 Inland/Wetland Permits	2,000	1,478	1,800	(200)
	47755 Zoning Commission	5,000	10,145	10,250	5,250
	47760 Zoning Board of Appeals	<u>1,000</u>	<u>810</u>	<u>1,000</u>	<u>-</u>
TOTAL LICENSES & PERMITS		269,150	322,173	339,750	70,600
FEES & SERVICE CHARGES					
	48810 Police Extra Duty	50,000	50,000	50,000	-
	48812 Ambulance Service	600,000	393,738	575,000	(25,000)
	48820 Library Receipts	16,000	12,465	16,000	-
	48830 Town Clerk Fees	90,000	96,443	100,000	10,000
	48835 Real Estate Trans. Tax	300,000	281,771	300,000	-
	48840 Summer Program	6,500	3,155	6,500	-
	48845 School Year	3,600	4,085	4,200	600
	48850 Swimming Pool	15,000	7,326	15,000	-
	48855 Wilcox Adventure Camp	4,000	-	4,000	-
	48865 Mini Bus Passes	8,400	6,760	8,400	-
	48870 Accident Reports	5,000	3,877	5,000	-
	48880 Zoning Violation	2,000	625	1,200	(800)
	48895 Parking Fines	18,000	11,973	18,000	-
	48899 Animal Control	<u>1,000</u>	<u>1,100</u>	<u>1,100</u>	<u>100</u>
TOTAL FEES & SERVICE CHARGES		1,119,500	873,318	1,104,400	(15,100)
TOTAL GENERAL FUND REVENUES		<u>79,530,120</u>	<u>77,293,369</u>	<u>80,723,041</u>	<u>1,192,921</u>

TOWN OF BLOOMFIELD

YEAR TO DATE BUDGET REPORT-REVENUES

FOR 2014 13

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
016002 TAXES & ASSESSMENTS						
41010 CURRENT LEVY	-69,138,520	0	-69,138,520	-69,174,673.11	36,153.11	100.1%
41020 INTEREST AND LIENS	-325,000	0	-325,000	-417,076.52	92,076.52	128.3%
41030 PRIOR YEARS' COLLECTIONS	-500,000	0	-500,000	-788,538.60	288,538.60	157.7%
41040 SUPPLEMENTAL MOTOR VEHICLE	-360,000	0	-360,000	-434,896.63	74,896.63	120.8%
TOTAL TAXES & ASSESSMENTS	-70,323,520	0	-70,323,520	-70,815,184.86	491,664.86	100.7%
016003 STATE EDUCATION GRANTS						
42212 EDUCATION COST SHARING	-5,410,345	0	-5,410,345	-2,705,172.00	-2,705,173.00	50.0%
42250 SCHOOL TRANSPORTATION	-90,334	0	-90,334	.00	-90,334.00	.0%
42275 NON PUBLIC SCHOOL HEALTH SERV	-46,600	0	-46,600	-49,613.00	3,013.00	106.5%
TOTAL STATE EDUCATION GRANTS	-5,547,279	0	-5,547,279	-2,754,785.00	-2,792,494.00	49.7%
016004 STATE GRTS/PROPERTY TAX RELIEF						
43310 PILOT: STATE PROPERTIES	-129,311	0	-129,311	-119,017.14	-10,293.86	92.0%
43312 MASH PEQUOT FUND GRANT	-157,182	0	-157,182	-104,563.94	-52,618.06	66.5%
43315 PILOT: ELDERLY TAXES	-138,668	0	-138,668	-137,463.85	-1,204.15	99.1%
43325 TAX RELIEF-DISABLED	-1,596	0	-1,596	-1,565.96	-30.04	98.1%
43330 PILOT: COLLEGES & HOSPITALS	-212,319	0	-212,319	-195,473.41	-16,845.59	92.1%
43335 MUNICIPAL REVENUE SHARING	0	0	0	-121,449.35	121,449.35	100.0%
43355 TELEPHONE LINE TAX	-78,000	0	-78,000	-72,162.86	-5,837.14	92.5%
43360 TAX ABATEMENT-INTERFAITH	-48,100	0	-48,100	.00	-48,100.00	.0%
43365 PILOT: VETERAN'S EXEMPTION	-12,437	0	-12,437	-11,483.25	-953.75	92.3%
43375 TOWN RETAIL SALES TAX	-172,581	0	-172,581	.00	-172,581.00	.0%
TOTAL STATE GRTS/PROPERTY TAX RELIEF	-950,194	0	-950,194	-763,179.76	-187,014.24	80.3%
016005 OTHER STATE GRANTS						
44405 STATE GRANTS-TOWN	-7,032	0	-7,032	-3,871.17	-3,160.83	55.1%
44406 FED GRANTS-FEMA	0	0	0	-165,556.72	165,556.72	100.0%

TOWN OF BLOOMFIELD

YEAR TO DATE BUDGET REPORT-REVENUES

FOR 2014 13

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
44407 DISTRESSED MUNICIPALITIES	-11,245	0	-11,245	.00	-11,245.00	.0%
44450 TOWN ROAD AID	-168,490	0	-168,490	-336,688.93	168,198.93	199.8%
44460 LOCAL CAPITAL IMPROVEMENT	-8,000	0	-8,000	-8,250.00	250.00	103.1%
44485 DIAL-A-RIDE	-16,848	0	-16,848	-13,382.93	-3,465.07	79.4%
44522 POLICE GRANTS	-95,920	0	-95,920	-70,142.19	-25,777.81	73.1%
TOTAL OTHER STATE GRANTS	-307,535	0	-307,535	-597,891.94	290,356.94	194.4%
016006 USE OF ASSETS						
45520 INTEREST ON INVESTMENTS	-35,000	0	-35,000	-23,636.53	-11,363.47	67.5%
45541 JP VINCENT	-40,000	0	-40,000	-243,815.00	203,815.00	609.5%
45542 TOWER RENT	-58,656	0	-58,656	-42,515.52	-16,140.48	72.5%
45546 PREMIUM FROM BOND SALE	-712,000	0	-712,000	-712,937.00	937.00	100.1%
TOTAL USE OF ASSETS	-845,656	0	-845,656	-1,022,904.05	177,248.05	121.0%
016007 MISCELLANEOUS RECEIPTS						
46610 MISCELLANEOUS INCOME	-167,286	0	-167,286	-143,972.88	-23,313.12	86.1%
TOTAL MISCELLANEOUS RECEIPTS	-167,286	0	-167,286	-143,972.88	-23,313.12	86.1%
016009 LICENCES & PERMITS						
47710 POLICE PERMITS	-6,500	0	-6,500	-6,460.00	-40.00	99.4%
47715 RIGHT OF WAY PERMITS	-900	0	-900	-750.00	-150.00	83.3%
47716 BLUEPRINTS	-600	0	-600	-472.00	-128.00	78.7%
47735 BUILDING/DEMOLITION PERMITS	-250,000	0	-250,000	-301,183.57	51,183.57	120.5%
47740 DOG LICENSES	-3,000	0	-3,000	-223.25	-2,776.75	7.4%
47745 HUNTING/FISHING LICENSES	-150	0	-150	-651.00	501.00	434.0%
47750 INLAND/WETLAND PERMITS	-2,000	0	-2,000	-1,478.00	-522.00	73.9%
47755 ZONING COMMISSION	-5,000	0	-5,000	-10,145.00	5,145.00	202.9%
47760 ZONING BOARD OF APPEALS	-1,000	0	-1,000	-810.00	-190.00	81.0%
TOTAL LICENCES & PERMITS	-269,150	0	-269,150	-322,172.82	53,022.82	119.7%
016010 FEES & SERVICE CHARGES						

TOWN OF BLOOMFIELD

YEAR TO DATE BUDGET REPORT-REVENUES

FOR 2014-13

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
48810 POLICE X-DUTY	-50,000	0	-50,000	-50,000.00	.00	100.0%
48812 AMBULANCE SERVICE	-600,000	0	-600,000	-393,738.24	-206,261.76	65.6%
48820 LIBRARY RECEIPTS	-16,000	0	-16,000	-12,465.88	-3,534.12	77.9%
48830 TOWN CLERK FEES	-90,000	0	-90,000	-96,443.23	6,443.23	107.2%
48835 REAL ESTATE TRANS. TAX	-300,000	0	-300,000	-281,771.68	-18,228.32	93.9%
48840 SUMMER PROGRAM	-6,500	0	-6,500	-3,155.91	-3,344.09	48.6%
48845 SCHOOL YEAR	-3,600	0	-3,600	-4,085.93	485.93	113.5%
48850 SWIMMING POOL	-15,000	0	-15,000	-7,326.77	-7,673.23	48.8%
48855 WILCOX ADVENTURE CAMP	-4,000	0	-4,000	.00	-4,000.00	.0%
48865 MINI BUS PASSES	-8,400	0	-8,400	-6,760.00	-1,640.00	80.5%
48870 ACCIDENT REPORTS	-5,000	0	-5,000	-3,877.80	-1,122.20	77.6%
48880 ZONING VIOLATION	-2,000	0	-2,000	-625.00	-1,375.00	31.3%
48895 PARKING FINES	-18,000	0	-18,000	-11,973.25	-6,026.75	66.5%
48899 ANIMAL CONTROL	-1,000	0	-1,000	-1,100.00	100.00	110.0%
TOTAL FEES & SERVICE CHARGES	-1,119,500	0	-1,119,500	-873,323.69	-246,176.31	78.0%
GRAND TOTAL	-79,530,120	0	-79,530,120	-77,293,415.00	-2,236,705.00	97.2%

** END OF REPORT - Generated by William Hogan **

DRAFT

BLOOMFIELD TOWN COUNCIL

There was a regular meeting of the Bloomfield Town Council held at 7:30 p.m. on Monday, April 7, 2014 in Council Chambers, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Present were: Mayor Sydney Schulman Deputy Mayor Joan Gamble, Councilors Wayne Hypolite, Derrick Seldon, Joseph Washington, Patrick DeLorenzo, Joel Neuwirth and Leon Rivers

Absent was: Councilor Joseph Merritt

Also present were: Philip K. Schenck, Jr., Town Manager and India M. Rodgers, Clerk of Council.

PLEDGE OF ALLEGIANCE

The meeting was started with the pledge of allegiance to the flag.

ANNOUNCEMENTS & PRESENTATIONS

Mayor Schulman requested a Moment of Silence for Mrs. Estelle Taylor. Mrs. Taylor was very active with the Bloomfield Historical Society and Red Hatter's among other organizations in town.

Presentation by the Alliance for Bloomfield's Children

Mrs. Sheila Crocker, 26 Briar Lane and Mrs. Linda Gabianelli, 67 Prospect Street made a presentation to the Town Council about the Alliance for Bloomfield's Children.

The Alliance for Bloomfield's Children (ABC) is a committed group of parents, early childhood professionals and community members who are dedicated to ensuring that all of Bloomfield's children birth-8 years old who are healthy, nurtured, educated and surrounded by opportunities. The Alliance was formed in order to empower parents to move the public will in the interest of Bloomfield's children.

The Alliance is now a collaborative that consists of what were once three separate councils: Bloomfield Discovery Council, Bloomfield School Readiness Council and the Laurel Family Resource Center Advisory Committee.

Meetings are held every fourth Thursday of the month at First Congregational Church, 10 Wintonbury Avenue, Bloomfield, CT from 5:00 – 7:30 p.m. Please contact Mrs. Crocker at 860-769-5518 or visit www.allianceforbloomfieldschildren.org for additional information about this organization.

Presentation by the Bloomfield Republican Town Committee

Mr. Bob Ike, Chair of the Bloomfield Republican Town Committee presented the Bloomfield Food Bank with a monetary donation of \$115.00. Mrs. Camilla Jones, Director of Social & Youth Services accepted this donation on behalf of the department.

Presentation by Mr. John Nordyke, Chair – Applied Art of Hartford Art School

Mr. John Nordyke, Chair of Applied Art of the Hartford Art School and Mr. Graham McKenzie, Senior student and designer presented the new “Welcome to Bloomfield” signage for town entrances. Mr. McKenzie explained reasoning for graphics, colors and overall design of the sign.

Councilor Neuwirth inquired about the necessity to include the date of establishment.

Deputy Mayor Gamble was very impressed with the design presented, being readable, expressive and colorful with symbols. She expressed her gratitude and appreciation of the work created by the Applied Art – Hartford Art School.

Councilor Hypolite stated that the sign is very informative and symbolic of the town’s diversity.

Councilor Washington appreciated his consideration of the sensitivity, diversity and ethnicity in the design.

Mayor Schulman referred this item to the Administration & Education for further discussion and recommendation.

Presentation by Ms. Ruth Flemming – Flemming’s Heart Healthy Soup

Ms. Ruth Flemming was not able to be present at this meeting. She will present at another Council meeting in the near future.

Additional Announcements

Councilor Hypolite requested that the Mayor and Town Council dedicate May 1, 2014 as the National Day of Prayer. Governor Dannel P. Malloy has proclaimed this date for the State of Connecticut.

CITIZENS STATEMENT & PETITIONS

1. Joseph Suggs, 10 Sandpiper Drive
2. Dr. Shawn Council, Esq., 8 Cadwell Road

Both parties expressed concerns regarding the entrance gateway to Bloomfield at the Blue Hills corridor. Mr. Suggs noted the deplorable conditions at the town line of deteriorated properties. He also mentioned possible

State of Connecticut – Façade funding sources to assist with clean up and redesign. This area of town has been a longstanding eyesore for the entrance into the Bloomfield community.

Dr. Council is a town resident as well as a business owner in this area of town. She has been in communications with local business owners regarding a proposal to improving this section of Bloomfield. Dr. Council presented the Council with suggestions for solar lighting, signage and other façade improvements that would reflect positive business growth and development.

Mayor Schulman referred to Land Use & Economic Development subcommittee for further discussion and review.

REPORT FROM COUNCIL SUBCOMMITTEES

Golf – Councilor Rivers reported that the golf course is tentatively scheduled to open on April 3, 2014.

Finance – Councilor Hypolite reported an update with the monthly report and the one year extension for the audit committee. The FY 2014/2015 proposed budget will be presented at the Annual Town Meeting on May 5, 2014 at 6:00 p.m.

Public Safety – Councilor Washington presented a detailed report of the last subcommittee held on March 10, 2014.

Committee on Committees – The next subcommittee meeting will be held on Monday, April 21, 2014 at 6:30 p.m.

Land Use & Economic Development – The meeting scheduled for Tuesday, April 15, 2014 at 7:00 p.m. will be cancelled due to the Passover holiday. The next scheduled meeting will be held on Tuesday, May 20, 2014 at 7:00 p.m.

COUNCIL BUSINESS

OLD BUSINESS

FY 13/14-28: Consider and Take Action Regarding Adoption of Resolution Regarding Interfaith Homes Tax Abatement and Grant Reimbursement Program

It was moved by Deputy Mayor Gamble, seconded by Councilor DeLorenzo and voted unanimously to adopt the following resolution:

RESOLUTION

WHEREAS, pursuant to Conn. Gen. Stat. Section 8-216, State reimbursement for tax abatements, the State of Connecticut Department of Housing is authorized to extend financial assistance to a municipality for housing solely for low or moderate-income families; and

WHEREAS, it is desirable and in the public interest that the City/Town of Bloomfield make an application to the State for reimbursement of real property taxes abated pursuant to CGS 8-215, Tax abatement for housing for low or moderate-income persons and to execute a Master Assistance Agreement for such purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE, Bloomfield Town Council:

- 1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by the Connecticut General Statutes, particularly CGS 8-215 and 8-216; and*
- 2. That the filing of annual applications for State financial assistance as reimbursement for tax abatements by The City/Town of Bloomfield is hereby approved and that*

Mayor Sydney T. Schulman is directed to execute and file such applications with the State of Connecticut Department of Housing, to provide such additional information, to execute such other documents as may be required, to execute a Master Assistance Agreement for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the City/Town of Bloomfield.

NEW BUSINESS

FY 13/14-72: Consider and Take Action Regarding Year-End Transfer Resolution

It was moved by Deputy Mayor Gamble, seconded by Councilor Rivers and voted unanimously to adopt the following resolution:

RESOLVED: That in accordance with Section 908 of the Town of Bloomfield Charter, that the below transfer of appropriations be approved:

The amounts below are free from encumbrances in the 2013-14 General Fund budget:

<u>FROM</u>	<u>DEPARTMENT/FUNCTION</u>	<u>AMOUNT</u>
<i>1-950</i>	<i>Town Contingency</i>	<i><u>150,000</u></i>
	<i>TOTAL</i>	<i><u>150,000</u></i>

The above amounts are to be transferred to the following department in the 2013-14 General Fund budget:

<u>TO</u>	<u>DEPARTMENT/FUNCTION</u>	<u>AMOUNT</u>
<i>1-401</i>	<i>Public Works</i>	<i><u>150,000</u></i>
	<i>TOTAL</i>	<i><u>150,000</u></i>

FY 13/14-73: Consider and Take Action Regarding Adoption of Resolution – Authorizing Town Manager Philip K. Schenck, Jr. to Execute and Deliver a Contract with the Connecticut State Library for a Historic Documents Preservation Grant

It was moved by Deputy Mayor Gamble, seconded by Councilor Rivers and voted unanimously to adopt the following resolution:

RESOLVED: That Philip K. Schenck, Jr., Town Manager is empowered to execute and deliver in the name and on behalf of this municipality, a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

REPORT FROM MAYOR AND TOWN MANAGER

Mayor's Report

- On March 26, 2014, Mayor Schulman attended the introduction into Police Explorers Program at the Police Department. He commended the department on the revitalization of the program for Bloomfield youth.
- On March 29, 2014, Mayor Schulman and Deputy Mayor Gamble attended an Open House for the Greater Hartford Wesleyan Church located at 7 Walsh Street, Bloomfield, CT.
- On April 2, 2014, the Bloomfield Public Schools system held their Annual Theatre Concert at the Bushnell. Mayor Schulman congratulated Dr. James Thompson, Superintendent, Mr. Donald Harris, Chair of the Board of Education, administration, teachers and all students for an excellent performance.
- On April 3, 2014, State Representative David Baram, Mayor Schulman, Deputy Mayor Gamble, Councilors Hypolite and Neuwirth attended a presentation at the University of Hartford by Mrs. Mathilde Mukantabana, Ambassador of Rwanda. It was reported that Rwanda has dramatically reduced poverty and increased the education rate over the past few years.
- On April 6, 2014, Mayor Schulman attended the Hunger Seder at Beth Hillel Synagogue, in which there were over fifty individuals in attendance.
- On April 7, 2014, Mayor Schulman, Deputy Mayor Gamble, Councilor Washington and Neuwirth attended the Annual Volunteer Recognition Day at the Senior Center. All participants received a Proclamation and pen from the President of the United States.
- On April 12, 2014, the First Annual Fire Education & Safety Day will be held at the Blue Hills Fire District from 11:00 – 2:00 p.m.
- Mayor Schulman wished all those of the Jewish faith a Happy Passover - April 14th and 15th, 2014.
- On April 26, 2014, there are several events taking place in town:
 - Wintonbury Historical Society Tag Sale

- St. John's Full Gospel – 50th Anniversary Celebration
- Rehoboth Church of God – 1st Anniversary Celebration of Bishop Jonathan Ramsey, Jr.

Town Manager's Report

Mr. Philip Schenck, Jr., Town Manager reported the following updates:

- Spring Cleanup is underway around town. The Department of Public Works will be pothole patching, street sweeping, assorted raking and overall cleanup of public places.
- The town will also take a new look at areas with potential blight issues. A list of properties were created by the zoning enforcement and building officials. They will proceed to take action with homeowners of respective neighborhoods.
- In May, a presentation will be made to introduce the new Senior Job Bank with Mr. Bob Cabe from West Hartford.
- On April 10, 2014 at 7:00 p.m. in Town Council Chambers there will be an overview and briefing of the Eastcoast Greenway. Grand funding for this project has been approved to complete the first phase of the program.
- The discussion regarding First Cathedral Housing project on Douglas Street will be revisited with the Town Council due to some new regulatory modifications with the Department of Housing.
- A follow up Town Council Retreat will be scheduled for the beginning of June 2014.

COUNCIL COMMENTS

Councilor DeLorenzo thanked Mr. John Nordyke and Mr. Graham McKenzie for their design of the "Welcome to Bloomfield" entrance sign. He also is looking forward to further discussions in the Land Use & Economic Development subcommittee meetings regarding the Blue Hills Avenue gateway on the Hartford town line.

Councilor Neuwirth commented regarding the 20th Anniversary Celebration event with the Ambassador of Rwanda at the University of Hartford – Greenway Center. He also commended the Senior Center on a job well done for the Annual Volunteer Recognition Luncheon.

Deputy Mayor Gamble thanked Dr. Joseph Ozalacki for creating a partnership with the country of Rwanda. He is currently in the final phase of creating a curriculum for Rwanda students. The country has also accepted English as their second language versus French.

Councilor Hypolite commented on Annual Bloomfield Public School district wide concert held at the Bushnell. He stated that the concert was a very moving and inspirational event. Councilor Hypolite commended the Administration for an excellent performance.

Councilor Hypolite also commended the Ambassador of Rwanda on her speech in support of struggling to rebuild the nation after the ideals of genocide. A collaboration has been established with the University of Hartford to continue to support this global relationship. Councilor Hypolite thanked Mr. Bob Ike, Chair of the Bloomfield Republican Town Committee (BRTC) for their donation to the Bloomfield Food Bank. Lastly, Councilor Hypolite commented on the Blue Hills Avenue gateway near the Hartford town line. He stated that the town needs an important initiative to distinguish and balance priorities regarding blight enforcement. Councilor Hypolite encouraged the Town Manager to utilize resources to work with residents and business owners to begin to rectify these issues.

Councilor Rivers thanked Mr. Bob Ike, Chair of BRTC for their donation to the Bloomfield Food Bank. He also encouraged town residents to get involved and donate to those in need.

Councilor Seldon stated that it is imperative to use all resources available to the town to address the needs of the Blue Hills Avenue corridor.

Mayor Schulman stated that the town has approximately \$150,000 - \$250,000 in state façade funding leftover to address some of those issues on Blue Hills Avenue. There may be another \$250,000 available for the town to access to assist in redevelopment.

APPROVAL OF MINUTES

It was moved by Deputy Mayor Gamble, seconded by Councilor DeLorenzo to approve the minutes of March 24, 2014.

VOTE: **AYE: S. Schulman, J. Gamble, W. Hypolite, L. Rivers, J. Washington, D. Seldon, J. Neuwirth**
 NAY: None
 ABSTAIN: P. DeLorenzo

The motion passes.

ADJOURNMENT

At 8:39 p.m., it was moved by Councilor Neuwirth, seconded by Councilor Seldon and voted unanimously to adjourn the meeting.

BLOOMFIELD TOWN COUNCIL
BUDGET MEETING – FY 2014/2015
TOWN COUNCIL DELIBERATIONS

There was a special meeting of the Bloomfield Town Council held at 7:00 p.m. on **Thursday, March 27, 2014** for the purpose of discussion of the proposed Town of Bloomfield FY 2014/2015 budget.

Present were: Mayor Schulman, Deputy Mayor Gamble, Councilors Seldon, Washington, Neuwirth, Rivers, Hypolite, Merritt and DeLorenzo (via phone)

Also present were: Philip K. Schenck, Jr., Town Manager, William Hogan, Director of Finance, Keri Rowley, Deputy Finance Director, Sharron Howe, Assistant to the Town Manager, Yvette Huyghue-Pannell, Director of Senior Services and India Rodgers, Clerk of Council

Guest were: Michelle Baboni, Economic Development Commission (EDC), Donna Banks and Steven Goode, Reporter – Hartford Courant

The meeting was called to order at 7:05 p.m.

Council Deliberations

Mr. Schenck, Jr., Town Manager and Mr. William Hogan, Director of Finance presented the Council with a memorandum regarding adjustments to the proposed budget for FY 2014/2015.

FY 2014/2015 Budget

The Board of Education budget remains status quo with a 0% increase consistently for the last four years.

Mr. Philip Schenck, Jr., Interim Town Manager recommended the following expenditure adjustments to the proposed FY 2014/2015 budget:

<u>Department</u>	<u>Explanation</u>	<u>Amount</u>
Town Clerk-Elections	Reduce tech supplies and consultant	\$2,000
Town Manager	Eliminate Intern	\$15,000
Finance	Reduce training, tech, prof. services	\$7,500
Human Resources	Reduce misc. cont/cert & tuition	\$4,400

Planning & Development	Reduce building consultant hrs.	\$3,750
Public Works & Facilities	Reduce OT/tech equip/materials/maint.	\$31,500
Police	Reduce Off. & Tech Equip./OT/Fleet maint.	\$37,500
Leisure Services	Reduce interior design consultant	\$3,750
Library	Reduce PT hours	\$9,000
Social Services	Training reduction	\$2,500
Senior Services	Reduce Office Supplies	\$2,500
Fixed Charges	CRRA tip fee reduced from \$65 to \$62	\$18,000
Total Expenditure Reductions		\$137,400
Expenditure "Adds"		
TC Contingency	Book Bags	\$5,500
<u>Net Expenditure Changes</u>		<u>\$131,900</u>

Mr. Schenck, Jr. also proposed the following Revenue adjustments:

PY Year Taxes	From \$600,000 to \$650,000	\$50,000
Delinquent Interest	From \$450,000 to \$485,000	\$35,000
Supp. MV	From \$400,000 to \$475,000	\$75,000
Increase Fund Balance	From \$1.3 million to \$1.4 million	<u>\$100,000</u>
Total Revenue Changes		<u>\$260,000</u>
<u>Net Changes to FY 15 Budget</u>		<u>\$391,900</u>

There was a brief Council discussion regarding the proposed budget adjustments.

Deputy Mayor Gamble and Councilor Neuwirth inquired about the paid internship to assist with increasing diversity for employment with the town. One of the goals set for the Town Manager is to set and expand diversity in employment with local government.

Councilor Merritt stated that the town could possibly withdraw some contingency funds if needed, due to the small amount.

Mr. Schenck, Jr. mentioned funding for the Back to School Fun Fair. The logistical costs for each department total approximately \$8,000 to support this event. Mr. Schenck, Jr. spoke with Mr. Donald Harris; Chair of the Board of Education has agreed to contribute \$2,500 toward the fair.

He also explained that the budget has some flexibility to potentially have a small increase, decrease or zero percent.'

Mayor Schulman stated that the budget presented would be a potential decrease in taxes.

Councilor Rivers advocates that the town has the opportunity to present a flat budget or less.

Councilor Hypolite expressed his opinion regarding the impact of this budget on residents:

- A nominal decrease is not enough for the average citizen of Bloomfield.
- Not attracting new businesses
- Re-evaluation issues of uncertainty for next year impact on community
- Board of Education budget presentation at 0% increase
- The tax impact of the value of personal property at MetLife
- Maintaining the fund balance in being fiscally responsible and long term sustainability

Councilor DeLorenzo is in agreement with previous comments of his colleagues. He expressed the following opinion regarding the recommendation of approval for the FY 14/15 budget:

- Decrease in budget by 1-100th of a mill
- Hiring and investment of an Economic Development consultant
- Continue to increase revenue streams and decrease expenses
- Perform capital improvements visible to the community

Councilor Seldon mentioned the concern to eliminate the paid internship for six months. He further stated that the Council should be in support of the Town Manager's approved goals.

Councilor Washington stated that he was under the impression about the goals set was training existing employees for promotional opportunities.

Mayor Schulman approved the budget as presented by the Town Manager with a change to reduce the Town Council contingency by \$5,000 and the Town Manager's contingency by \$10,000, restore the amount for the elimination of the internship.

It was moved by Councilor Merritt, seconded by Councilor Seldon to accept all budget adjustments of the propose FY14/15 with the exception of restoring the intern for \$15,000.

VOTE: **AYE; S. Schulman, J. Gamble, W. Hypolite, J. Washington, L. Rivers, D. Seldon, J. Merritt, P. DeLorenzo**
 NAY: J. Neuwirth
 ABSTAIN: None

The motion passes.

Mayor Schulman suggested items for discussion for budget adjustments:

Councilor Hypolite inquired about the part time reduction for Library hours based on turnover and retirement of the Director of McMahon Library. The department has cost savings because the new hire began at a lower rate of pay. He also inquired about Social & Youth Services training reduction for the Greater Hartford Leadership training.

Councilor Merritt mentioned the importance of flood control at Prosser Library. He further stated that it would be appropriate to commit to half the cost included in this year's budget.

It was moved by Councilor Merritt, seconded by Councilor Hypolite (for discussion purposes only) to include \$300,000 for a flood control program at Prosser Library and move out other items and reprioritize.

VOTE: AYE: D. Seldon, J. Merritt, P. DeLorenzo, W. Hypolite
NAY: L. Rivers, J. Neuwirth, J. Washington, S. Schulman, J. Gamble
ABSTAIN: None

The motion was denied, (5:4).

In addition, there was \$100,000 already allocated and given as a priority to assist with existing library repairs. The total \$300,000 can be allocated to the library at the discretion of the Town Manager. A reallocation with the Capital Improvement budget a total of \$300,000 which may include \$100,000 for the purpose of flood control program

Mr. Schenck, Jr., presented the Council via staff recommendations with a comprehensive Capital Improvement program. The flood control issue is a priority and is very viable. It was noted that anyone who may purchase in the future or reside in that building will have issues with flooding on the bottom floor.

Deputy Mayor Gamble requested the expertise of staff with capital expenditures of what is actually needed.

Councilor DeLorenzo asked for clarification for the actual amount needed to prevent flooding at Prosser library. The total cost estimate for the project is \$600,000. However, (\$300,000) was requested to perform the outer ring of a two ring protection. Councilor DeLorenzo stated that he is favor of Councilor Merritt's motion.

Mr. Schenck, Jr., informed Council that this project could be delayed until next year. However, there may be finances in during the middle of the year or appropriate \$50,000 for schematics to get detail cost estimates.

Councilor Hypolite supported Councilor Merritt's advocacy for the flood control program at the library.

Councilor Neuwirth expressed potential concerns with conflicts with the staff, Town Manager and Town Council. He stated that the flood concerns at the library did not meet the top of the priority list to address this year.

Deputy Mayor Gamble stated that the town is about three years away from considering renovating the library. Any damage caused by flooding could potentially be absorbed in insurance deductibles.

Councilor Merritt informed the Council that if nothing is done, attracting a vendor is impossible.

Councilor Rivers suggested setting priorities with each department head about this concern.

It was moved by Deputy Gamble, seconded by Councilor Hypolite to accept the Proposed FY 14/15 Proposed Town of Bloomfield budget as presented with reducing the fund balance accordingly by approximately \$20,000.

VOTE: AYE: W. Hypolite, J. Neuwirth

NAY: P. DeLorenzo, J. Merritt, J. Washington, L. Rivers, D. Seldon, S. Schulman

ABSTAIN: None

The motion fails.

Mayor Schulman feels very strongly about \$20,000 to reduce the budget. He explained the benefits to the community far exceed the value of \$20,000 to keep in the reserves account.

Councilor Hypolite is in disagreement with Mayor Schulman's last comment.

Councilor Seldon commended Mr. Schenck, Jr. and staff for an outstanding job to create the budget. He recommended leaving the budget as presented.

Councilor Washington stated that the benefits to the community and the psychological effect has meaning. He is in favor of a decrease in the proposed budget.

Councilor Neuwirth suggested leaving the budget status quo as presented.

Deputy Mayor Gamble stated that the projections for next year are unknown, she recommended no increase or decrease, remain flat.

Councilor DeLorenzo is in support of a slight decrease with this proposed budget.

It was moved by Councilor Merritt, seconded by Councilor Rivers and voted unanimously to accept the FY 2014/2015 as presented with budget adjustments of \$15,000 a slight decrease.

Councilor Hypolite suggested further discussion of the paid internship in the Administration & Education subcommittee.

Councilor Seldon commended the Town Manager for presenting this program and the idea of an internship.

ADJOURNMENT

It was moved by Deputy Mayor Gamble, seconded by Councilor to adjourn the meeting at 8:47 p.m.

BLOOMFIELD TOWN COUNCIL

BUDGET MEETING – FY 2014/2015

PUBLIC SAFETY, PUBLIC HEARING, ADMINISTRATION & APPROPRIATIONS

There was a regular meeting of the Bloomfield Town Council held at 7:00 p.m. on **Thursday, March 20, 2014** for the purpose of discussion of the proposed budget for Public Safety, Administration and Appropriations for FY 2014/2015.

Present were: Mayor Schulman, Deputy Mayor Gamble, Councilors Rivers, Washington, Hypolite, Seldon and Neuwirth

Also present were: Philip Schenck Jr., Town Manager, Sharron Howe, Assistant to the Town Manager, India Rodgers, Clerk of Council, William Hogan, Director of Finance, Chief of Police Paul Hammick, Cindy Coville, Director of Human Resources, Marguerite Phillips, Town Clerk

Guest: Pat Braun, Bloomfield Volunteer Ambulance (BVA)

The meeting was called to order at 7:00 p.m.

PUBLIC HEARING

There was a public hearing held for the public to express their issues or concerns with the proposed FY 2014/2015 budget:

The public hearing opened at 7:00 p.m.

There were no members of the public present to express issues or concerns.

The public hearing closed at 7:03 p.m.

Public Safety

Chief Paul Hammick of the Bloomfield Police Department presented the FY 14/15 budget for Public Safety.

Administration

The 1.4% increase in this division is attributed to the general salary wage increases awarded by both collective bargaining units.

There was a \$6,000 savings in repairs of switching records maintenance software.

Mr. Philip Schenck, Jr., Town Manager explained the historical basis for contract negotiations with binding arbitration, step increases and defined pension/contribution plans.

Approximately 62% funded with \$1,500,000 (defined benefit) and \$2,100,000 (police pension plan) in a five year smoothing process for liability and assets.

Patrol Division

There was a 1.3% increase over prior year. The overtime account has a 3% increase to cover the leave of absences, vacations and training of new personnel. There has been no savings in this line item year to date.

Councilor Rivers and Hypolite expressed concerns about the increased overtime allocation request versus staffing levels. The department continues to implement the flexibility of scheduling rules and the leverage of contract negotiations.

Deputy Mayor Gamble inquired about the duties of School Resource Officers at the end of the school year. These officers are reassigned for the summer months to patrol.

Mayor Schulman asked about the reduction in assessment in private duty jobs. He inquired about the level of pay of hourly wage including pension and benefit wages.

Councilor Hypolite asked about the placement of revenues received from private vendors within the budget. It was noted that these funds are received in a revolving account and the residual balance lapses as a budget surplus.

Councilor Rivers asked if there was a base cap for officer retirement. It was noted that Bloomfield does not have an actual cap. It is not seniority based to work overtime; assignments are given from a revolving contractual duty roster.

Support Services

The division of Support Services includes the Community Services division, Records Management, Police Explorers and the Detective division. There was a 3.9% increase based on contractual wage agreements.

Professional Services hired four new Dispatchers which increased costs slightly for salaries.

EMS

The Bloomfield Volunteer Ambulance (BVA) will offset savings gained from the retirement of Officer Don Moore. Sgt. Ellen White was assigned to manage BVA operations.

On the revenue side, BVA will receive approximately \$600,000 in claim reimbursements for medical transportation from insurance.

Councilor Hypolite inquired about the legal obligation for patients to pay bills if they cannot afford to pay.

Police Vehicles

There was an adjusted increase of 5% to fund the cost of replacement vehicles. Funds were saved in the technical equipment line item to offset some of these costs.

General Government

Town Manager

Mr. Philip K. Schenck, Jr., Town Manager presented the proposed budget for this department.

The Advertising account was increased significantly due to the publications of the Town Report (calendar) and Quarterly Newsletter. There was very positive feedback of the Town Report and it provided residents with a great communication device.

Dues and Subscriptions increase from BATV for \$2,000 and \$4,000 for Greater Hartford Metro Alliance – Economic Development Commission efforts for the town.

There was also a 3% increase for the audit of Randi Frank Consulting, LLC.

The Town Manager's Office will be scheduled to travel to the ICMA Conference. In addition, funds are request in Other Contractual Services for a paid internship for a college graduate. There was some discussion among Council regarding the need to have the internship paid.

Mr. Schenck, Jr., clarified the reasoning for the paid internship as well as reiterating the goals set and approved by the Town Council for the Town Manager to ensure diversity among Bloomfield residents in seeking employment.

Town Clerk

Mrs. Marguerite Phillips, Town Clerk presented the FY 14/15 proposed budget for this department. The budget remained status quo with prior year, except for salary increases for full time personnel and taxes.

She also noted that all Land Records are scheduled to go online for review by the public this summer. Land Records continue bring increased revenues into the town.

Human Resources

Mrs. Cindy Coville, Director of Human Resources presented the FY 14/15 proposed budget for this department. The budget remained status quo with prior year, except for salary increases for full time personnel and taxes. Mrs. Coville is requesting approval to move part time clerical position to full time.

The increase in Education & Training line item is the consolidation of all department allocation for tuition reimbursements.

Finance

Mr. William Hogan, Director of Finance presented the FY 14/15 proposed budget for this department. There is a 10.2% increase in the Assessor's Office due to the upcoming Statistical Re-Evaluation process.

The department has chosen Tyler Technologies to conduct the Re-Evaluation for the town.

The Council briefly discussed the process for Council deliberations discussions. The Council has expressed they would like the budget to be set at a flat percentage increase. It was mentioned to present a specific target figure relative to the fund balance by year end, surplus and Board of Education funding return back to the town.

Mr. Hogan mentioned possible revenue changes with the State of Connecticut. He highly recommended to the Council **NOT** to compromise the fund balance at this time.

Future Issues – Long Term Goals

In summary Mr. Philip K. Schenck, Jr. reminded the Council of the long term, there are several key issues that the town will need to revisit in the future and beyond:

- Minimizing the impact of the 2014 Town-wide Re-Evaluation
- Final audit of the \$96,000,000 Town-wide School Renovation Project
- Aging Town Infrastructure and its impact on the Town's Debt Service
- Retention of major corporate taxpayers
- Unfunded liabilities in the pension plan and other post-employment benefits
- Balancing state goal to preserve Town's Open Space with the desire to expand economic development opportunities.

Adjournment

It was moved by Deputy Mayor Gamble, seconded by Councilor Seldon and voted unanimously to adjourn the meeting at 9:15 p.m.

BLOOMFIELD TOWN COUNCIL

BUDGET MEETING – FY 2014/2015

BOARD OF EDUCATION, PUBLIC WORKS & FACILITIES

There was a special meeting of the Bloomfield Town Council held at 7:00 p.m. on **Tuesday, March 18, 2014** for the purpose of discussion of the proposed Board of Education FY 2014/15 budget.

Present were: Mayor Sydney Schulman, Deputy Mayor Joan Gamble, Councilors Wayne Hypolite, Leon Rivers, Joseph Washington Joel Neuwirth and Patrick DeLorenzo. Also present were: Philip K. Schenck, Jr., Town Manager, William Hogan, Director of Finance, Sharron Howe, Assistant to the Town Manager and India Rodgers, Clerk of Council.

Absent was: Councilor Derrick Seldon and Joseph Merritt

Present from the Board of Education were: Dr. James Thompson, Superintendent, Dr. Jacqueline Jacoby, Interim Chief Operations Officer, Donald Harris, Chair of the Board of Education, Dr. Bethany Silva, Director of Assessment, Evaluation and Research, Stacy McCann, Director of School Improvement and Intervention, Sandy Braun, Accounting Director, William Joslyn, Human Resources, Stan Simpson, Board Members: Bob Ike and Susan True.

The meeting was called to order at 7:05 p.m.

Board of Education - Opening Remarks

Mr. Donald Harris, Jr., Chair of the Board of Education presented opening remarks to the public, Town Council and Board of Education Administration. He stated that he is proud of the accomplishments within the school system, improved test scores and various recognitions within the district.

Dr. James Thompson, Jr., Superintendent of Bloomfield Public Schools presented in detail the proposed Board of Education budget for FY 14/15.

Board of Education – Budget Presentation

The Board's budget is at 0% increase for an unprecedented fourth year in a row, despite contractual obligations. This budget outlined an increase of grant funding of approximately \$9,738,800. The Board presented a budget that had no major impact on staff while doing some new and innovative projects to preserve an excellent education for Bloomfield students.

The process to craft and develop a budget; the Board had to make some difficult decisions that would not negatively impact student services. The proposed recommended budget is \$38,555,104 for the 2014-2015 school year.

Dr. James Thompson, Superintendent presented the overall goals and objectives of the district. He also outlined the progress on closing the achievement gap detailing district targets and timelines.

The district will continue to prioritize the focus of achievements for the upcoming school year with four major priorities:

- Holistic Accountability
- Curriculum, Instruction and Assessment
- Positive School Climate
- Parent and Community Engagement

Dr. Thompson highlighted a clear overview of the budget process and collaborative efforts that focused on district goals and objectives. He reviewed the budget by each category, which outlined increased external revenues, staff changes and enhancements for the district. The following budgetary categories were discussed:

Revenues

- 0% budget increase for FY 14/15, totaling \$38,555,104
- There was \$9,738,800 in grant funds, which is the 20% overall district budget

Academics

- 2011 – 2013 CMT Reading results
- CAPT Reading results by school
- 2011 – 2013 CMT Math results
- CAPT Math results by school

Bloomfield Public Schools have closed the achievement gap. This fact is significant because the State of Connecticut has the highest gap in the country.

School Summary

Dr. Jacqueline Jacoby, Interim Chief Operating Officer spoke regarding enrollment projections for the district. Enrollment has declined 8.4% from 2009 – 2013. The projected future enrollment decline is 12 – 13% over the next ten years. The district current has 2,087 students and for FY 14/15 - 2,032 are expected to be enrolled.

Facilities Summary

There was a significant decrease in the utility budget due to energy efficient newly renovated buildings.

The Executive Summary, Line Item Budget, Out of District Cost and Success Overview tabs were briefly reviewed and outlined highlights for the district.

Overall, the district remains on course to address all of these issues timely, consistent practice, including possible deficit mitigation.

There was a discussion ensued of Council regarding the presentation of the FY 2014-2015 Board of Education budget.

Mayor Schulman thanked the Board of Education for their presentation of their FY 2014-2015 budget and the progress to continue moving forward in a positive direction. He also stated that the Board's budget for FY 2014-2015 was the most comprehensive and clear budget presented.

Deputy Mayor Gamble expressed concerns regarding the inappropriate timeframe the Council was given to fully review the budget prior to this presentation. She also mentioned the off balance approach of spending approximately \$20,000 per student, losing 11 teachers and gaining Central Administration staff.

Mayor Schulman assured all Council if questions after the presentation are looming, submit concerns to the Town Manager's office with a reply back from the Board of Education in writing.

Councilor Hypolite applauded the Board of Education Administration and the entire district for a phenomenal budget presentation with a flat increase. He also stated congratulated the district on their improvements, accomplishments and closure of achievement gaps.

Councilor Hypolite highlighted the following areas with the Board of Education budget:

- In the Revenue Tab, the district once again presented a remarkable unprecedented 0% budget for the past four years, which has made a significant impact in lowering the town budget.
- The district is trending to supplement the operating budget with grant funding.
- An invitation to attend Administration & Education subcommittee meetings was mentioned to continue the dialogue for continued success.
- The school renovation project closure and the audit process are underway. However, enrollment reimbursements present a concern of the Council regarding the amount of funding to be received from the State of Connecticut is less than anticipated. The town would like to be held "harmless" on original projections.
- The Capital Non-Recurring Fund continues to be funded. Future discussions are welcome to brainstorm ideas on how to best utilize those funds.

Councilor Hypolite also recognized the Boys Basketball team for their efforts this season.

Councilor DeLorenzo stated that he was impressed with the overall budget from the Board of Education. He congratulated the Board and Administration on a job well done.

The FY14/15 budget highlighted the increase in grant funding in the amount of \$9,700,000. The federal and state government grant funds for school improvement are given to build school capacity. The district has trained staff to continue to sustainability of programs its students.

Dr. Thompson stated that the district has very successful data teams to collect statistics on areas that can be difficult to measure. The graduation rate is also improving at the high school. The district has begun to collect data of graduating seniors after their first year of post-secondary education. Dr. Bethany Silver, Director of Assessment, Evaluation and Research stated that the district is a member of the National Clearinghouse. This organization is designed to track high school graduates into college. Baseline statistics have been collected to determine the level of success.

Ms. Stacy McCann, Director of School Improvement and Intervention stated that 57 graduating seniors have been accepted to 147 colleges and universities.

Councilor Rivers commended Dr. Thompson and staff for the budget presentation. He also commended the teachers for negotiating a fair and equitable comprehensive employment package. In regards to the decline in enrollment, the Board and Town will work together to overcome perceptions about the quality of schools with the public. There should be a comprehensive strategic plan to address these challenging issues.

Councilor Washington commended the Board of Education on an extraordinary job on the budget.

Mayor Schulman stated that the achievement gap and increase with test scores is higher than presented in comparison to other communities comparable to Bloomfield.

In addition the other district goals for results in transitioning from Big Picture to GEMS and the forecast outlook to increase Global Magnet in 2014 were also reviewed.

The Administrators of Metacomet, Carmen Arace Intermediate and Middle schools did a presentation to the Unified PTO group regarding retention of students within district.

Deputy Mayor Gamble suggested an Open House for the residents to view all newly renovated school buildings.

Councilor Neuwirth encouraged the community to get involved with the Friends of Bloomfield Public Schools. This is an organization to engage parents and the community to support the school district.

Dr. Silver discussed student leaving the district to attend various magnet schools. An additional 30 students will return for the upcoming school year. The ultimate goal is to continue the retention process while building a sense of community amongst families.

Councilor Hypolite inquired about the actual cost to the district for out of district placements. It was noted that it is approximately \$1,000,000. There are currently 207 students who attend school out of district.

There was a 10 minute recess to another meeting room (Conference Room #5) to continue the budget process and presentation by the Department of Public Works.

Public Works & Facilities

Present were: Mayor Schulman, Deputy Mayor Gamble, Councilors Hypolite, Rivers, Washington, DeLorenzo, and Neuwirth

Also present were: Philip K. Schenck, Jr., Town Manager, William Hogan, Director of Finance, Sharron Howe, Assistant to the Town Manager, John Lawlor, Director of Public Works, Benjamin Whittaker, Facilities Manager and Scott Short, Field Operations Manager

The meeting was called to order at 8:30 p.m.

Mr. John Lawlor, Director of Public Works & Facilities presented the proposed budget request for FY 14/15 for this department. The budget request of \$4,850,000 is a 2.6% increase over prior year. The majority of this increase is attributed to 1.6% payroll (salary raises and taxes) and 1% material costs.

Mr. Lawlor's approach in creating this budget is a 0% based analysis. Last year figures are not used and revised for the year ahead.

There are several divisions within the Public Works department, Administration, Operations, Fleet and Facilities. Mr. Lawlor briefly outlined several increases in areas on construction materials, equipment repairs and overall building maintenance. Decreases were noted in Facilities in regarding utilities and heat energy.

Adjournment

It was moved by Deputy Mayor Gamble, seconded by Councilor Rivers to adjourn the meeting at 9:10 p.m.

BLOOMFIELD TOWN COUNCIL

BUDGET MEETING – FY 2014/2015

PLANNING, BOARDS & AGENCIES, LIBRARY, SOCIAL & YOUTH SERVICES SENIOR SERVICES & LEISURE SERVICES

There was a special meeting of the Bloomfield Town Council held at 7:00 p.m. on Tuesday, **March 13, 2014** for the purpose of discussion of the proposed Town of Bloomfield FY 2014/2015 budget.

Present were: Mayor Sydney Schulman, Deputy Mayor Joan Gamble, Councilors Leon Rivers, Joseph Washington, Joseph Merritt, Derrick Seldon, Patrick DeLorenzo and Joel Neuwirth.

Absent was: Councilor Hypolite

Also present were: Philip K. Schenck, Jr., Town Manager, William Hogan, Director of Finance, Sharron Howe, Assistant to the Town Manager, India Rodgers, Clerk of Council, Thom Hooper, Director of Planning, Dave Melesko, Director of Leisure Services, Camilla Jones, Director of Social & Youth Services, Yvette Huyghue-Pannell, Director of Senior Services and Roberta LaMonaca, Director of Library Services

The meeting was called to order at 7:05 p.m.

The budgets for Planning, Boards and Agencies, Library, Social & Youth Services, Senior Services and Leisure Services were presented by their respective department heads.

Planning & Development

Mr. Thom Hooper, Director of Planning stated that the Planning Department is composed of four divisions: Building, Engineering, Land Use & Code Enforcement and Economic Development. All divisions with full time personnel were slightly increased due to contractual salary raises and payroll taxes.

In Land Use & Code Enforcement, there was discussion ensued regarding the hiring of a consultant to assist the existing zoning officer. In conjunction with the zoning officer, a consultant could possibly increase revenue for the town, which could pay respective fees.

Mr. Hooper also stated that there may be a need to hire a consultant to assist with seasonal part time duties to comply with code enforcement. An evaluation of department priorities will be assessed in the Spring 2014.

Mr. Philip K. Schenck, Jr. Town Manager stated that the department has been aggressive with University of Hartford student complaints.

In addition, most of the blight issues in town are moving forward with the Housing Court process.

There may be a need to hire an assistant building official to handle larger companies coming to town.

Councilor Merritt inquired about the need to have additional staff to handle and manage various grant applications for this department.

Boards & Agencies

In Town, Plan and Zoning, there was an increase in legal advertising of approximately \$2,000. There has been discussion in the State Legislature about modifying legal ads for printed media.

Councilor Gamble inquired about labor charges for custodial maintenance of the school facilities during elections from the Board of Education. The Council discussed this issue in prior year to transfer this expenditure to the Board, in exchange for in-kind services, i.e. snow removal and mowing.

The Zoning Board of Appeal, Inland/Wetlands Water Commission and Economic Development Commission budgets remain status quo.

There was an increase in the Board of Tax Review due to the upcoming re-evaluation cycle in November 2014.

It was noted that the Registrar of Voters budget increased due to the gubernatorial and state legislative elections.

Commission on Aging, Youth Adult Council, Advisory Commission on Handicapped, Beautification Committee and the Ethics Commission budget remain status quo. However, the Fair Rent Commission may go past the current budgeted request due to increased claims and authority to issue subpoenas.

Social & Youth Services

Mrs. Camilla Jones briefly reviewed the Social & Youth Services – FY 2014/2015 budget. The part time contractual activity funds are allocated to staff programs in Youth Services. From year to year, funds may be transferred depending on grants received by the State of Connecticut at the discretion of the Director.

Education and Training figures include membership costs for various professional organizations. In the overall, FY 2014/2015 budget, this category is in each department to adequately reflect where these funds are allocated.

Deputy Mayor Gamble inquired about the proposed \$8,000 for the Back to School Fun Fair. This item will be discussed during Council deliberations.

Library

Mrs. Roberta LaMonaca, Director of Library Services presented a small decrease in full time personnel and a slight increase in part time due to a retirement. The Saturday hours during the summer months will continue from 10:00 a.m. – 2:00 p.m.

The funds for Library Connection were reallocated from technical equipment line item for computers and licensing.

The Wintonbury and Prosser libraries have better patron counters in all four entrances. Mrs. LaMonaca presented some statistics on the services offered to residents of Bloomfield:

- 113,000 visitors in 2013

- 8600 library cardholders
- 41,648 computer sessions (up 6,000 from prior year)
- 20,000 reference transactions
- 7400 children attended 309 programs
- 6000 adults attended 409 programs
- The library owns 109,000 print materials, 7400 audio materials and 12,300 DVD's
- Total circulation – 218,900 items

Highlights

There are two study areas at P. Faith McMahon Library used by literacy volunteer groups, tutoring and other business.

The library has upgraded their software to the Integrated Library Services (ILS) program. This system will go live in June 2014.

There will a summer reading program beginning after the school year has ended.

Beginning, September 2014, the library will have a Library Passport initiative.

In October 2014, the library will host "1 Book, 1 Bloomfield" program.

On May 7, 2014, the library will also host an After Hours program with the Bloomfield Chamber of Commerce.

Mayor Schulman asked for clarification regarding technical equipment and postage line item. The department transferred funds from the computer software and technology licenses. They are also utilizing e-mail services to have cost savings with postage.

Leisure Services

Mr. Dave Melesko, Director of Leisure Services presented the proposed FY 14/15 budget for this department. The largest area of increase in this budget is in Administration for salary increases and union negotiated steps.

In Advertising, this line item remains status quo. These funds are used to print program brochures three times per year. The department will begin utilized their newly installed "My Rec" computer software to send e-mail blasts to residents to reduce costs as well.

In Other Contractual Services, \$15,000 was requested to be allocated to an interior designer to provide an analysis of the facility to redesign the space for improved usage.

The Education & Training line item reserves funding for membership with the Greater Hartford Leadership Council.

In the divisions of Summer, Pool and School Year, there are very minimal salary increases due to raises for part time staff for summer camps and after school programs. A price analysis was completed for the Town of Bloomfield. The town is under the salary requirements of other communities.

Deputy Mayor Gamble inquired about the amount of youth served during the winter months. Mr. Melesko stated that the department serves approximately 500-600 youth during the winter.

Councilor Seldon inquired about the impact of the Board of Education Summer School program regarding the hours of part-time staff hired during the summer. In the past, Leisure Services provided a half day program in conjunction with the Board of Education last year. Hours were extended for part time employees to accommodate summer camps within Leisure Services.

This year, the Board of Education will extend the summer school day. Leisure Services will offer an after school program component and will also maintain their self-sustaining camps for all those who will not participate in summer school.

Councilor DeLorenzo asked about the Telephone line item expenses. In Leisure Services, three cell phones are provided to full time staff and part time staff during the summer months off site. In addition to phone services, these funds are also allocated for equipment repairs and the pool monitoring system.

In Miscellaneous Charges, the Weekend Celebrations - \$18,000 has been allocated for FY 14/15 to assist with the following events:

- West Indian Day Celebration
- Memorial Day Celebration
- 8 Summer Concerts
- Back to School Fun Fair
- Colors of the Season – Light Up the Town of Bloomfield

Senior Services

Mrs. Yvette Huyghue-Pannell, Director of Senior Services presented the proposed FY 14/15 for this department. The Administrative line item has increased due to union contract raises for salaries.

The Education & Training line item funding would maintain professional leadership training for staff in the department.

There was a significant increase to purchase in Office Supplies for funding tables and chairs in the Senior Center.

Volunteer Services has three part time volunteers to receive stipends for seniors within the department.

The Mini Bus division has an increase for full time drivers based on contractual union raises. The department is working with Human Resources to solidify a permanent three day part time driver position. They will continue to have recruitment notices for new drivers.

It was also noted that the Drug Testing program responsibilities have been transferred to the Human Resources Department.

Adjournment

It was moved by Councilor Washington, seconded by Deputy Mayor Gamble and voted unanimously to adjourn the meeting at 8:30 p.m.

BLOOMFIELD TOWN COUNCIL

BUDGET MEETING

INITIAL PRESENTATION BY TOWN MANAGER

There was a special meeting of the Bloomfield Town Council for the purpose of discussion regarding the FY 2014/2015 Town Budget. This meeting was held on Tuesday, March 11, 2014 at 7:00 p.m. in Conference Room #5, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Present were: Councilors Seldon, Merritt, Washington, Rivers, DeLorenzo, Hypolite, and Deputy Mayor Gamble

Absent were: Mayor Schulman and Councilor Neuwirth

Also present were: Philip K. Schenck, Town Manager, William Hogan, Director of Finance, Sharron Howe, Assistant to the Town Manager and India Rodgers, Clerk of Council

The meeting was called to order at 7:05 p.m.

There was a general discussion regarding the proposed budget and financial plan for the Town of Bloomfield. Mr. Philip Schenck, Jr., Town Manager explained that this plan will maintain the essential services that the citizens rely on.

The Board of Education budget is proposed at 0% increase, unprecedented for the fourth year in a row. The Board of Education represents the largest expense in the operating budget, comprising 47% of the budget. There are two issues of concern related to reimbursement rates for the school renovations project. The cost for actual improvements to the schools that is not eligible for reimbursements. Secondly, the ineligible issues related to the projected enrollments that did not meet expectations.

Both of these issues need to be reviewed further to determine potential savings from school improvements. In regards to enrollments, the Town and the Board of Education are working with the legislative delegation for Bloomfield to request support for payback exemptions.

The town will continue to roll bonds over until the net amount (initial bonding) is determined by school renovation project.

<u>Town Manager proposed budget for FY 2014/15:</u>		<u>\$Inc (Dec)</u>	<u>%Inc/Dec</u>
Board of Education	\$38,555,104	0	0.00%
Town	\$20,698,039	752,559	3.77%
MDC	\$2,646,300	(13,260)	(.5%)
Debt Service	\$6,022,710	66,710	1.12%
Fixed Charges	\$11,949,716	480,740	4.19%

(Pensions, Health, Solid Waste, Leases, LAP Insurances)

Capital Improvements	\$2,245,000	0	0.00%
<u>TOTAL:</u>	\$82,116,869	1,286,749	1.59%
<u>Mill Rate:</u>	<u>FY14/15: 35.04</u>	.19	.55%

\$380,000 over prior year

Revenues	\$70,734,911
Taxes	\$10,081,958
General Fund Balance Appropriated	\$1,300,000

The 2014-15 budget also applies the General Fund Unassigned Fund Balance to help finance the budget. This will still leave approximately 19% of the 2014-15 budget or \$15.5 million, which is well within the acceptable level as set forth by the credit rating standards.

The 2014/2015 tax impact based on a residential home with an average assessment of \$150,000 would pay an additional range of \$29 - \$66.

Councilor Hypolite stated that the base tax rate is very high for middle income households.

Major Revenue Highlights

- 2013 Grand List Increase – 1.7% = \$1,200,000
- Collection Rate Assumption – 98.3%
- Tax Levy - \$70,734,911 – 88% of total revenue from property tax
- State Aid – remains unchanged (incorporated Gov. Malloy's 2014/2015 mid-term budget plan adjustments)
- Non-Tax Revenues were decreased by \$309,642 due to the loss of bond premium (2010) and J.P. Vincent School rental payments. J.P. Vincent School was sold for \$2,800,000. The closing for this property is tentative scheduled for July 2014. However, the revenues from this sale were not included in the calculations for this year's budget.
- General Fund Balance applied \$1,300,000 to this year's budget, the same as current year. After the reduction of this amount, the fund will have a balance estimated at 17%.

General Expenditure Highlights

- No new positions added
- No increase in departmental operating budgets, except to maintain current operations.
- Use phase in approach to fill current vacant positions
- Historical 4th consecutive year with no Board of Education increase
- Employee benefits increased by \$496,000
- Economic Development initiative funded at \$120,000
- Significant increase of \$1,525,000 in 1st year of CIP budget, totaling \$3,970,000. Approximately \$1,600,000 has been allocated from special grant funding.

Capital Improvement Projects

The recommendation for Year 1: FY 14/15 is to schedule 20 Capital Improvement Projects totaling approximately \$3,970,000.

Town Road Resurfacing	\$1,025,000
PW Heavy Equipment	\$500,000
Local Match for (4) Projects	\$756,000
	(Granby Street, Woodland Avenue, Tumblebrook, Greenway)
Town Hall Repairs	\$300,000
Filley Park Construction	\$225,000
330 Park Avenue Improvements	\$200,000
Police Department Improvements	\$200,000
Leisure Services Mobile Stage	\$150,000
Library Improvements	\$100,000
IT Improvements	\$90,000
Senior Center Bus (1)	\$75,000
Other Smaller (6) CIP Projects	\$349,000
	(Upgrade of street signs, Lighting of basketball courts, 1977 Drainage Study, Town Green Design, PD Administrative vehicles, Golf Course improvements)

There were several questions and discussion of the Town Council highlighting the major areas of interest and concerns.

Councilor Washington inquired about the drainage issues and list of priorities regarding repair and project start dates.

Councilor Seldon asked about available funding to upgrade the Public Works garage.

Mr. Schenck, Jr. presented the 4 year history of the Consumer Price Index (CPI) related to the town. There was a (1.05%) decrease compared to inflation in taxes. The CPI is 1.6% of the 2013 Grand List.

Councilor DeLorenzo inquired about the of mill rates of other comparable towns.

Future Issues & Beyond

Mr. Schenck, Jr. and Mr. Hogan, Director of Finance list several areas of concern and Town Council awareness regarding the overall financial outlook of the town in the near future and beyond.

1. Sustainability of Grand List Growth
 - 2014 Property Re-evaluation
 - Retention of Major Corporate Taxpayers

- Balancing our stated goal to preserve the Town's Open Space with our desire to expand economic development opportunities.
2. Bonded Debt Service
 - Final Audits/Closeout of School Projects: long term financial exposure and any proposed legislative remedies.
 3. Operating Budget Issues
 - Pensions and other long term obligations
 - Board of Education Flat Budgets not likely to continue
 4. Infrastructure Town Wide
 - Buildings, Roads and aging infrastructure and impact on Debt Capacity

The Council ensued in a discussion regarding the details of each category and its importance to the fiscal health of the town in years to come.

Councilor Merritt expressed interest in tracking corporation taxpayers over the last five years.

Councilor DeLorenzo inquired about the increase of the Grand List as it is related to the commercial base.

Councilor Rivers stated that it has been difficult to keep commitments in town.

Councilor Hypolite stated that it can be difficult as well to measure and compare other communities regarding an overall tax base. However, it was stated that the overall dialogue is a great roadmap in discussing future issues and beyond.

Mr. Schenck, Jr. elaborated and explained the historical perspective of the New England taxing structure as it compares to municipalities.

Councilor Seldon inquired about re-evaluation and the evaluation of tax sales in comparison to actual values.

Mr. Hogan mentioned the revenues streams from the Board of Education. The Educational Cost Sharing Grant (ECS) is the largest source of funding received in the amount of \$5,400,000 yearly. Approximately, \$700,000 is directly allocated to the Board of Education for FY 14/15. This amount has increased by \$250,000 over prior year disbursement.

Mr. Schenck stated that the State of Connecticut is in the process of creating a mandated uniform of accounts. The Municipal Fiscal Indicators is a great resource tool to review statistics from other communities.

Deputy Mayor Gamble asked about open space property regarding town benefitting to be received by the state reservoir spaces in town. The town receives a Pilot State Grant - \$105,786 in lieu of paying taxes.

ADJOURNMENT

It was moved by Councilor Neuwirth, seconded by Councilor Washington to adjourn the meeting at 8:35 p.m.